DOCUMENT RESUME

ED 113 790 EA 007 564

TITLE Constructing Salary Schedules for Principals and Assistant Principals. Administrative Information Report.
INSTITUTION National Association of Secondary School Principals, Reston, Va.
PUB DATE Oct 75
NOTE 17p.
AVAILABLE FROM NASSP Office of Professional Assistance, 1904 Association Drive, Reston, Virginia 22091 ($0.25, Orders of less than $5.00 must be prepaid)

EDRS PRICE MF-$0.76 Plus Postage. HC Not Available from EDRS.
DESCRIPTORS *Administrative Personnel; Assistant Principals; Educational Finance; Elementary Secondary Education; National Surveys; *Personnel Policy; *Principals; *Salaries; *Salary Differentials; Tables (Data)

ABSTRACT

This publication describes various approaches used by school districts to determine salary schedules for principals and vice-principals and presents sample salary schedules and criteria illustrating eight different approaches. The information presented here was derived from data gathered during the 1974-75 National Survey of Salaries and Wages in Public Schools conducted by Educational Research Service. The eight approaches described are generally variations on five methods of setting principals' salary schedules: a separate salary schedule, unrelated to any other salary in the district; a salary schedule based on a percentage of the district superintendent's salary; a salary schedule based on a percentage of the salary of senior high school principals in the district; a salary schedule based on a percentage of some other reference figure (such as the average of superintendents' salaries in neighboring districts); and salaries set independently for each principal, either through individual negotiations or based on a subjective decision by the superintendent or school board. (JG)

****
* Documents acquired by ERIC include many informal unpublished *
* materials not available from other sources. ERIC makes every effort *
* to obtain the best copy available. Nevertheless, items of marginal *
* reproducibility are often encountered and this affects the quality *
* of the microfiche and hardcopy reproductions ERIC makes available *
* via the ERIC Document Reproduction Service (EDRS). EDRS is not *
* responsible for the quality of the original document. Reproductions *
* supplied by EDRS are the best that can be made from the original. *
****

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
NATIONAL INSTITUTE OF EDUCATION
THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL NATIONAL INSTITUTE OF EDUCATION POSITION OR POLICY

EA

ADMINISTRATIVE INFORMATION REPORT

nassp

October 1975

CONSTRUCTING SALARY SCHEDULES

for Principals & Assistant Principals

During the last two years NASSP has published *Administrative Information Reports* that describe salaries of principals and assistant principals. These reports of data gathered by both NASSP and Educational Research Service enabled members to make important local salary comparisons. Based on school district enrollment size and per pupil expenditure factors from eight different regions of the country, the data in these reports presented summaries of maximum and minimum salaries during 1974-75. Response to these reports was outstanding, and an update of these publications is being planned for 1975-76.

A detailed review of the salary data by NASSP reveals much more than salary maximums and minimums. Major changes continue to occur in the way salary schedules for principals and assistant principals are being developed. The trend to relate principals' salary schedules to classroom teachers by an index, a ratio, or a dollar differential has reversed since 1969-70, when 72 percent of the school systems in the nation reported such a practice. Currently, only 36 percent of the school districts use a salary approach for principals and assistant principals that directly relates an administrator's compensation plan to a teachers' salary schedule.

During this past year many inquiries from members have stressed the need for additional information pertaining to the construction of these independent salary schedules. This *AIR* issue has been specifically developed to highlight various methods currently being used by different school districts to schedule salaries for principals and assistant principals. Some of the ideas contained in these various approaches to salary construction may be of assistance as various alternatives to local administrator compensation plans are reviewed.

This special *AIR* publication is being sent to all members of NASSP, and additional copies can be obtained from the NASSP Office of Professional Assistance, 1904 Association Drive, Reston, Va. 22091, at a cost of 25 cents per copy. (Orders of less than $5 must be prepaid.)

Copyrighted © 1975 by NASSP and ERS, Inc. All Rights Reserve

EA 007 564

"PERMISSION TO REPRODUCE THIS COPYRIGHTED MATERIAL BY MICROFICHE ONLY HAS BEEN GRANTED BY NASSP TO ERIC AND ORGANIZATIONS OPERATING UNDER AGREEMENTS WITH THE NATIONAL INSTITUTE OF EDUCATION. FURTHER REPRODUCTION OUTSIDE THE ERIC SYSTEM REQUIRES PERMISSION OF THE COPYRIGHT OWNER."

GENERAL OBSERVATIONS RELATING TO SALARY METHODS *

- 64 percent of the salary schedules for principals were derived *independently* of schedules for classroom teachers. Almost 73 percent of the principals' schedules for large systems with enrollments of 25,000 or more were *independent*.

- 34 percent of the schedules for principals were indexed to some point of reference on the teachers' schedules. The remaining two percent were structured by adding definite amounts to the point on the teachers' schedule where the principals would be placed on the basis of preparation and experience.

- 75 percent of the salary schedules provided salary differentials for elementary, junior high/middle school, and senior high principals; 11 percent made no salary distinctions by position, although salary differentials usually occurred on the basis of varying length of work year.

- The mean number of days on duty for elementary principals in reporting systems was 218; for junior high/middle school principals, 224 days; and for senior high principals, 240 days.

- Salaries scheduled for principals differed frequently within the same school system on the basis of various size factors, such as number of teachers supervised, building enrollment, number of classrooms, and number of certificated staff.

- The mean maximum and minimum scheduled salaries for principals tended to be higher for those systems which do not specify academic preparation levels in their schedules. The mean maximum scheduled salary for senior high principals in systems not specifying academic preparation levels in their schedules was $25,620, compared with a maximum of $22,735 for the master's degree, $24,307 for six years of preparation, and $25,174 for a doctor's degree.

- The mean maximum scheduled salaries were higher in those schedules that were derived *independently* from teachers' schedules, as opposed to those that were based on an index or ratio to teachers' schedules. The mean maximum scheduled salary for senior high principals in independent schedules where no preparation levels were specified was $25,956, compared with $24,514 in those schedules that were based on a ratio to teachers' schedules. For junior high principals the amounts were $23,731 and $22,293, respectively.

* *Taken from data submitted during the ERS National Survey of Salaries and Wages in Public Schools, 1974-75.*

CONSTRUCTING INDEPENDENT SALARY SCHEDULES

When salary schedules for principals and assistant principals are established without relationship to teachers' compensation plans, a *salary base* is generally determined in one of the following ways:

1. *Separate base*, determined independently and apparently unrelated to any other schedule or employee's salary in the school system.

2. *Related to the superintendent's salary*, with the base point of the salary schedule for principals established in a specific index or ratio to the salary of the superintendent in the school system.

3. *Related to the salary of senior high principals*, with the base point of the salary schedule for elementary and junior high/middle school principals established by an index or ratio to the salary of the senior high school principals in the school system.

4. *Related to some other base*, such as relating the base point of the principals' salary schedule to the average salaries paid superintendents in the neighboring districts or to the regional average salary paid principals or assistant principals.

5. *Individual determination*, with the specific salary paid each principal being established as a subjective decision by the superintendent or school board or by individual negotiation.

After establishing a base or floor for the schedule, many school systems use a variety of factors to build a complete structure of compensation for a principal or assistant principal. Examples of these additive pay factors would include:

- *Instructional level supervised (elementary, junior high/middle school, senior high level).*
- *Scope of responsibility (enrollment, teachers supervised, number of classrooms, total building staff, etc.*
- *Contract days on duty.*
- *Academic preparation level.*
- *Years of experience (in and out of the school system--as a teacher or as an administrator, or both).*

- *Cost of living adjustments (sometimes tied to the Consumer Price Index).*
- *A fixed or variable incremental pattern within the schedule.*
- *Professional growth credits (academic course work, inservice experiences including institutes and conferences attended, travel, etc.).*
- *Longevity or long-service steps (in addition to regular incremental steps).*
- *Performance evaluation (advancement along schedule, contingent upon independent evaluation of principal's performance).*

The following approaches to salary construction were sent to NASSP's attention during the national survey of salaries last year. They are presented without technical modification. Because of space requirements in a summary report of this type, most examples shown reflect specific data relating only to principals and assistant principals. Additional information regarding other position levels is available upon request from NASSP's Office of Professional Assistance.

ADMINISTRATIVE SALARY SCHEDULES -- 1974-75

Approach I — POSITION LEVEL APPROACH

Position Level	Base Salary	25% of Range	Midpoint	75% of Range	Maximum Rate
1	$ 22,485	$ 25,294	$ 28,102	$ 30,911	$ 33,720
2	21,300	23,962	26,625	29,288	31,950
3	20,120	22,634	25,148	27,661	30,175
4	18,930	21,298	23,665	26,032	28,400
5	18,050	20,305	22,560	24,815	27,070
6	17,160	19,304	21,448	23,591	25,735
7	16,265	18,300	20,335	22,370	24,405
8	15,385	17,308	19,230	21,152	23,075
9	14,495	16,308	18,120	19,932	21,745
10	13,610	15,310	17,010	18,710	20,410
11	12,720	14,309	15,898	17,486	19,075
12	11,830	13,310	14,790	16,270	17,750
13	11,240	12,646	14,052	15,459	16,865
14	10,650	11,980	13,310	14,640	15,970
15	10,055	11,312	12,570	13,828	15,085
16	9,470	10,652	11,835	13,018	14,200
17	8,875	9,985	11,095	12,205	13,315
18	8,280	9,316	10,352	11,389	12,425
19	7,690	8,650	9,610	10,570	11,530
20	7,100	7,988	8,875	9,762	10,650

A. A position level is established for each administrative job, based on demands, responsibilities, and educational training requirements. Position levels and work days for principals and assistant principals follow:

Level	*Position*	*Work Days*
4	*Senior High Principal*	*249.9*
6	*Senior High Assistant Principal*	*249.5*
6	*Middle School Principal*	*249.5*
7	*Elementary Principal I*	*215.0*
8	*Elementary Principal II*	*210.0*
9	*Middle School Assistant Principal*	*205.0*
10	*Elementary Assistant Principal*	*195.0*

B. A salary range, as indicated above, is established for each position level. It provides an opportunity to recognize variations in the responsibilities and performance of administrators in accomplishing assigned duties. Salary increases are based on individual performance and growth.

C. The salary range schedule is reviewed annually and updated to reflect changing economic conditions.

D. The superintendent may, at his discretion, recommend to the board of education that newly appointed administrators be paid at any rate within the salary range for that position.

E. An annual evaluation of all central administrative personnel will be made by the individual's immediate supervisor and filed with the superintendent. The superintendent will review these evaluations and will recommend salaries for each administrator to the board of education. The following factors are used in evaluating an individual's entitlement to a salary increase:

- *Job performance in terms of expectation.*
- *Variabilities in job demands.*
- *Training and experience.*
- *Changes in cost of living.*
- *Other factors deemed important in individual circumstances.*

F. The administrator's salary schedule is based upon a formula of assigning positions with equal responsibility to the same position level. In order to equate for the difference in the number of weeks employed, the salary range for positions requiring less than 52 weeks of employment will be calculated by using a percentage factor for each work day.

Approach II | SENIOR HIGH PRINCIPAL'S SALARY AS A BASE

The salary of a senior high school principal with a doctor's degree is used as a *base*. The salary for a given administrative position will be reduced by 4 percent of the base for the first two years of an administrative appointment and reduced by 2 percent of the base during the third and fourth years of an administrative appointment, and will be on schedule for the fifth and subsequent years.

12-Month Administrative Staff	*Percent of SHP Salary*	*Degree*	*Salary*
Senior High Principals (SHP)	*100%*	*Doctorate*	*$ 24,600*
	98	*MA + 30 hrs.*	*24,110*
Junior High Principals	*90*	*Doctorate*	*22,140*
	88	*MA + 30 hrs.*	*21,650*
	83	*MA*	*20,420*
	77	*BA*	*18,940*
Elementary Principals and Senior High Vice Principals	*87*	*Doctorate*	*21,400*
	85	*MA + 30 hrs.*	*20,910*
	80	*MA*	*19,680*
	74	*BA*	*18,200*
10½-Month Administrative Staff			
Junior High Vice Principals and Senior High Assistant to the Principal	*77*	*MA + 30 hrs.*	*18,940*
	73	*MA*	*17,960*
Junior High Assistant to the Principal	*75.5*	*MA + 30 hrs.*	*18,570*
	71.5	*MA*	*17,590*

Approach III | FORMULA APPROACH--SUPERINTENDENT'S SALARY AS BASE

This direct ratio index salary structure is based on an *arbitrary superintendent's salary* of $38,000. The salaries for other administrative positions are computed using varied ratio differentials, assuring equity derived from the established criteria. The direct ratio index salary structure facilitates the flexibility necessary to meet changing objectives and roles and determining an individual's annual salary. Only the role and time ratios, remuneration for longevity increments, and the performance factor would necessitate annual adjustment. This is commensurate with the overall projected annual increase, which also reflects the cost-of-living factor. After such adjustments, the rational differentials among roles still maintain a constant relationship.

The approach is expressed in the following formula:

$$C = B \times (R + T) \times (P + L)$$

C = Administrator's compensation
B = Base superintendent's salary
R = Role ratio -- which encompasses education, training, certification, experience, special skills, responsibilities, situational factors, and working conditions.
T = Time ratio -- which encompasses contractual commitment; i.e., 10-month, 10½-month, or 12-month contracts.
P = Performance Assessment
L = Longevity -- service to district exclusively, including teaching and counseling as well as supervisory and/or administrative experience (15-19 years: $200; 20 years and above: $500).

1. CRITERIA FOR DETERMINING SALARY STRUCTURES FOR ADMINISTRATIVE PERSONNEL

Areas of Focus	Elements of Criteria
A. *Professional Background (Qualifications required)*	*Education (degree, credit units), training (knowledge, expertise), certification(s), experience, nature of special skills or expertise, and other background.*
B. *Duties, Responsibilities, and Environmental Factors*	*Description of tasks actually performed directly or indirectly: quantity and frequency of contacts with the public, unique services performed; nature of delegated authority and responsibilities; status in relation to other administrative positions; span of control, number of people supervised and evaluated, financial responsibility (amount of fiscal authority and accountability); degree of conflict or tension of specific position: degree of pressures and stress of assigned tasks; degree of creativity and innovation required.*

2. RATIO VALUES

A. Professional Background

- *Education (includes credit for satisfactory completion of inservice programs)*

B.A.	*.04*
M.A.	*.05*
MA + 30	*.06*
MA + 60	*.07*
Doctorate	*.08*

- *Experience (includes total years of experience in supervision, administration, and related fields in this district as well as other districts. It is acknowledged that the individual has the appropriate certification for the position held.)*

None	*.00*	*4 years*	*.08*
1 year	*.02*	*5 years*	*.10*
2 years	*.04*	*6 years*	*.12*
3 years	*.06*	*7 years*	*.14*

B. Duties, Responsibilities, and Environmental Factors

Senior High Principal	*.36*
Junior High Principal	*.30*
Elementary Principal	*.24*
Senior High Assistant Principal	*.21*
Junior High Assistant Principal	*.18*
Elementary Assistant Principal	*.15*

C. Time (Contractual Commitment)

10-month personnel	*.17*
10½-month personnel	*.18*
12-month personnel	*.20*

Total ratio minimum for values A-C for an administrative position is .36.

Total ratio maximum for values A-C for an administrative position is .82.

3. PERFORMANCE RATING OF SCHOOL DISTRICT ADMINISTRATORS

The superintendent of schools, following criteria to be developed by district administrative personnel in accord with the superintendent, shall conduct a final evaluation of all administrative personnel. The superintendent may assess an additional remuneration to an individual's base salary in accordance with the established formula for one of the stated purposes:

(a) As an incentive to encourage better performance the following year.
(b) To award satisfactory performance.
(c) To award commendable performance.

In assessing additional remuneration for the above three purposes, weights are established, both for the ratings given and the area evaluated, resulting in a composite value factor which is translated into a one-word descriptive rating scale:

Satisfactory — **No weight assigned**

Little or no time devoted to position beyond contractual commitment; assumed few or no responsibilities outside of job description; little or no service rendered to professional and/or community organizations.

Good — **.01 to .06**

Worked moderately hard; assumed responsibilities beyond job limits; served professional and/or community organizations; provided assistance to the board of education during negotiations with other employees; demonstrated competent performance meeting the standards in all critical factors for the position

Excellent — **.07 to .12**

Worked hard and well; accepted many extra duties and responsibilities beyond the requirements of the position; served professional and/or community organizations in leadership capacities; provided much assistance to the board of education during negotiations with other employees; contributed to professional literature directly or indirectly; consistently demonstrated competent performance, meeting and exceeding standards in all critical factors for the position; did an outstanding job in all the foregoing considerations; total performance well above normal standards for the position.

Approach IV | ELEMENTARY ASSISTANT PRINCIPAL'S SALARY SETS THE BASE

The administrative salary schedule is for those personnel on a 205-day assignment and is based upon the following factors:

1. Base Index (Elementary Assistant Principal)
2. Experience Index
3. School Size Index
4. Education Index
5. Responsibility Index

1. *Base Index* — *The base index from which the computation of salary is derived is the elementary assistant principal's salary.*

2. *Experience Index* — *The experience factor is 4 percent per year on the base index for each year of experience through five years. The experience increment is $496 per year from one experience level to the next. Experience increments are granted at the beginning of a new contract year. A newly hired administrator is placed on the experience step appropriate for the administrative experience prior to entering the local school district administrative position.*

3. *School Size Index* — *Salary differentials shall be made for principals and assistant principals in various size schools. An allowance of $1.50 per student shall be granted for each student over 500. Student count shall be determined as of October 1 each year. The allowance shall be distributed as follows:*

Administrative Staff	*Amount Per Student Over 500*
Principal only	$ 1.50 per student
Principal and One Assistant Principal	1.00 for Principal .50 for Assistant Principal
Principal and Two Assistant Principals	.75 for Principal .375 each Assistant Principal
Principal with One Full-time Assistant Principal and One Half-time Assistant Principal	.855 for Principal .43 Full-time Asst. Principal .215 Half-time Asst. Principal

4. *Educational Index* — *An additional $300 stipend shall be granted annually for those holding an earned doctorate.*

5. *Responsibility Index*

	Responsibility Index	*Experience Index* *		
		0 Years	*1 Year*	*(etc.)*
Elementary Assistant Principal	1.00	$ 12,400	$ 12,896	
Elementary Principal Jr. High Assistant Principal	1.06	13,144	13,640	
Jr. High Principal Sr. High Assistant Principal	1.12	13,888	14,384	
Sr. High Principal	1.18	14,632	15,128	

* *4% per year each year through five years.*

Approach V

SURVEY OF SUPERINTENDENTS' SALARIES IN NEIGHBORING DISTRICTS SETS THE BASE

The salaries of public school administrative and instructional personnel on a professional level are determined primarily by (1) the salary of the division superintendent, (2) the approved teacher salary scale, and/or (3) a specific amount for a given task based on similar earning situations in the State.

The salary of the division superintendent for any given year is determined by taking the average salary paid for a like position in the ten neighboring divisions plus the local district for the prior year, plus $200 (rounded off to the nearest $100. The computation for 1974-75 is as follows:

District 1	*$ 21,100*	*District 7*	*$ 25,666*
District 2	*22,988*	*District 8*	*26,000*
District 3	*24,468*	*District 9*	*23,000*
District 4	*23,000*	*District 10*	*23,000*
District 5	*26,430*	*Local District*	*22,816*
District 6	*32,500*	*Total:*	*$ 270,968*

Superintendent's Salary: $\frac{\$270,968}{11} = \$24,633 + \$200 = \underline{\$24,800}$ *(rounded)*

Using this computation of the base salary of the superintendent, other administrative salaries may be determined by the following formulas:

Secondary Principals	*52% of superintendent's salary + $2.50 per pupil + $150 per year of experience through 15 years. (Minimum of $13,000)*
Elementary Principals	*50% of superintendent's salary + $2.00 per pupil + $150 per year of experience through 15 years. (Minimum of $12,000)*
Secondary (Academic) Assistant Principals and Elementary Full-time Assistant Principals	*41% of superintendent's salary + $2.50 per pupil + $150 per year of experience through 15 years.*
Secondary (Administrative) Assistant Principals	*36% of superintendent's salary + $2.50 per pupil + $150 per year of experience through 15 years.*
Elementary Part-time Assistant Principals	*$1,000 above teachers' scale.*

- *A doctorate in the field of specialization commands an additional $2,000.*
- *1973-74 enrollment will be guaranteed principals returning in subsequent years.*
- *An additional $400 will be paid for 21-30 years' experience; a further $400 will be paid for 31 or more years' experience. Maximum longevity is $800.*

Approach VI

SUPERINTENDENT'S SALARY SETS THE BASE (INCREASES DEPENDENT UPON PERFORMANCE ASSESSMENT)

The following position ratios, mid-points, and ranges have been approved by the board of education and are delineated in a document entitled, *Administrative Performance Assessment and Salary Determination*:

Position	Ratio	Mid-Point	Ranges
Superintendent	*1.00*	*$ 31,500*	*$ 28,000--35,000*
Senior High Principal	*.79*	*25,000*	*21,500--28,500*
Junior High Principal	*.73*	*23,000*	*19,500--26,500*
Elementary Principal and Sr. High Asst. Principal	*.68*	*21,500*	*18,000--25,000*
Jr. High Asst. Principal	*.65*	*20,500*	*17,000--24,000*

After agreement on salary for the first year in a new position is reached, then the difference between this salary and the top of the range for that year becomes the amount available for increases, based upon performance. This sum would be available for distribution over the next three years of employment, dependent upon the percentage of achievement of objectives. The percentage of each administrator's range available for increases is as follows:

Work Year	Difference: Current Salary and Top of Range
1	*40% difference*
2	*35% difference*
3	*25% difference*

During the fourth year and subsequent years *(until the range is changed)*, the total amount of the difference between an administrator's actual salary and the top of the range would be available.

Approach VII

SURVEY OF PRINCIPALS' SALARIES IN NEIGHBORING DISTRICTS SETS THE BASE

The committee charged with the responsibility for development of an administrative salary schedule has attempted to incorporate within such a schedule those factors which are pertinent to administrative positions. As a base point, medians were established for minimum and maximum schedules using data from the Metropolitan Bureau of School Studies. The committee felt this sampling was representative of the salary status of districts in this area.

Administrative Position	Work Days
Supervising Elmentary Principals	*207*
Junior High Principals	*252*
Senior High Principals	*252*
Junior High Assistant Principals	*207*
Senior High Assistant Principals	*252*
Administrative Assistants	*252*

The salary schedule includes the following components:

1. *Median minimums and maximums.*
2. *Schedule of six steps.*
3. *Merit or recognition of need to improve.*
   - *One step advancement or regression within schedule*
   - *Maximum of 3% at top of schedule*
4. *Credited service up to two years, at discretion of superintendent.*
5. *Educational background beyond M.A. degree*
   - *M.A. + 15 (on program)* $ 250
   - *Educational Specialist* 500
   - *Ph.D. or Ed.D.* 750
6. *Longevity in administrative position*
   - *15 to 19 years* $ 400
   - *20 years and above* 600

	Bureau of School Studies 1974-75 Survey Ranges	Local School District Salaries 1974-75 *
Senior High Principals	*$ 24,100 - 27,800*	*$ 22,450 - 27,250*
Junior High Principals	*21,700 - 25,400*	*21,150 - 25,150*
Senior High Asst. Principals	*20,400 - 23,900*	*20,700 - 25,050*
Junior High Asst. Principals	*19,600 - 23,100*	*19,550 - 23,300*

** Schedule in 6 steps.*

Approach VIII **CONSUMER INDEX APPROACH**

In addition to the regular salary schedule for administrators effective prior to July 1, 1974, the following adjustments and cost-of-living approach were made operative.

Salaries for the contract period July 1, 1974, through June 30, 1977, shall be adjusted as follows:

Effective July 1, 1974	*Five percent (5%) increase*
Effective January 1, 1975	*Six percent (6%) increase with a cost-of-living protection*
Effective August 11, 1975	*Five percent (5%) increase with a cost-of-living protection*
Effective September 1, 1976	*Four percent (4%) increase with a cost-of-living protection.*

COST-OF-LIVING PROTECTION

In order to provide protection against increases in the cost of living during the term of this agreement, the board of education agrees to adjust the salaries in accordance with the provisions contained herein.

The calculations shall be based on the percentage increase of the Regional Consumer Price Index for Urban Wage Earners and Clerical Workers published by the Bureau of Labor Statistics, United States Department of Labor *(1967 = 100 as base)*.

Any positive result of the calculations, in accordance with the formula below, shall be applied to the *basic rates* to the nearest 0.5 percent.

Potential Cost-of-Living Adjustment Date	Based on Percentage Increase of *"Index"*	Minus	
January 1, 1975	$\frac{\text{October 1973 to October 1974}}{2}$	- 2.75	=
July 1, 1975	$\frac{\text{April 1974 to April 1975}}{2}$	- 2.65	=
January 1, 1976	$\frac{\text{October 1974 to October 1975}}{2}$	- 2.65	=
July 1, 1976	$\frac{\text{April 1975 to April 1976}}{2}$	- 2.50	=
January 1, 1977	$\frac{\text{October 1975 to October 1976}}{2}$	- 2.50	=

The school districts contributing information to this report include:

Decatur, Illinois; Des Moines, Iowa; Fauquier County, Virginia; Mesa County Valley, Colorado; Minneapolis, Minnesota; North St. Paul-Maplewood, Minnesota; Rochester, Michigan; and Westfield, New Jersey.

Additional information on this subject can be obtained from a publication entitled, *Methods of Scheduling Salaries for Principals*, Educational Research Service, Inc., 1815 North Fort Myer Drive, Arlington, Va. 22090, 1975, 92 pp.

Another short Professional Services Committee Report has also been compiled recently by the New Jersey Association of Secondary School Principals, Trenton, N.J., entitled, *Model Salary Plans for School Administrators.*

Other data of interest regarding salary schedules are included in the following tables taken from pages 10-11 of the 1975 ERS publication, *Methods of Scheduling Salaries for Principals*.

Table 1. DISTRIBUTION OF SALARY SCHEDULES FOR PRINCIPALS CLASSIFIED BY RELATIONSHIP TO SCHEDULES FOR CLASSROOM TEACHERS--1974-75

Relationship to Teachers' Schedule	ENROLLMENT GROUP 25,000 or More	10,000 to 24,999	300 to 9,999	Total All Reporting Systems
Independent (no apparent relationship to teachers')	62	76	35	173
Ratio (indexed to a base of reference on teachers')	18	52	21	91
Dollar differential (specific amounts added to teachers')	5	2	1	8
TOTAL	85	130	57	272
Independent	72.9%	58.5%	61.40%	63.6%
Ratio	21.2%	40.0%	36.80%	33.5%
Dollar differential	5.9%	1.5%	1.80%	2.9%

Table 2. NUMBER OF CONTRACT DAYS ON DUTY FOR ELEMENTARY, JUNIOR HIGH/MIDDLE SCHOOL, AND SENIOR HIGH PRINCIPALS, 1974-75

Number of Contract Days	Elementary Principals	Junior High/Middle School Principals	Senior High Principals
Below 200	12.5%	4.5%	2.3%
200-209	28.0	13.5	6.7
210-214	11.0	11.1	2.7
215-219	6.3	8.6	4.3
220-229	15.2	26.2	29.0
230-239	5.3	9.0	10.6
240-249	12.1	14.8	25.1
250-259	2.3	4.5	7.1
260 or more	5.3	7.8	12.2
Mean number of days	218	224	240
Median number of days	212	221	232
Range: Low	180	180	187
High	261	264	274
Number of reporting systems	264	244	255